



Department of Procurement,
Management & Budget
Division of Procurement



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DATE: September 28, 2022

TO: Responders to RFP No. 22-034CMO

FROM: City of Dayton, Ohio
Division of Sustainability Office

SUBJECT: ADDENDUM 1 – Questions and Answers / Corrections

The City of Dayton has received questions relating to RFP No. 22-034CMO.

The following are the questions with answers for this RFP. Please consider this document in preparation of your bid response. In the answers of these questions the City of Dayton shall be denoted as “City”.

Correction: The City does not have a PEP requirement so all documentation or questions regarding PEP can be dismissed.

To ensure the integrity of the bid process, a signed copy of this bid addendum notice shall be included with your company’s response to this document.

(Print Name)

(Date)

(Signature)

(Company Name)

Sincerely,
Meg Maloney

Meg Maloney
Sustainability Specialist



CITY OF DAYTON

Request For Proposals (RFP) NO. 22-034CMO

Electric Vehicle Charger Installation for Public Use at City Facilities

September 2022

In the answers of these questions the City of Dayton shall be denoted as "City".

1. **On the 11 locations, specifically, the ones where it's kind of open-ended on the 1 + 3 plus and so on, how is it going to be graded? What's going to be the incentive? Is the incentive only on the private entity proposing to add more as the location or is the city of Dayton going to look at it more favorable if more than one is installed?**
 - a. The City of Dayton understands that if the vendor owns and operates the chargers, they may want to install more than one charger at each location for added revenue. The City will be neutral on whether the vendor wants to install more chargers at each location. As stated in the RFP, the City is looking for a vendor that will help us grow our EV infrastructure in the future and therefore will look more favorably at vendors who will help the City do so.
2. **Is there an initial term length or initial starting contract?**
 - a. The contract is a 3 year term that can be renewed 3 times with potential to extend.
3. **Who sets the rate for the electricity from the charger?**
 - a. The City will work with the vendor to set equitable rates based on rates of other chargers in the region.
4. **What will be the revenue split? Is that just totally up to the owners or the vendors of these?**
 - a. The City does not need a revenue split but would be interested. If there is a revenue split, that will be negotiated with the vendor during the contract period.
5. **Do you see Dayton coming back and asking for credit card readers on any of these chargers?**
 - a. This is up to the vendor based on what technology you think would aid in getting the most usage at each charger.
6. **Some Chargers have a tap you can tap with a credit card and pay and then others have an actual swiper. Do you have a preference?**
 - a. The City does not have a preference.
7. **How critical is the PEP certification?**
 - a. Since it is an open market, no PEP certification or paperwork is required. Please ignore the last page of the bid as that should have been removed.
8. **As far as site visits, are we free to go ahead and walk the sites?**
 - a. The vendors are free to walk any site as they are public areas. However, at this time, the City is unable to show existing infrastructure in the facility.
9. **You mentioned that you would assist the vendor in getting the AES rebates. Can you kind of walk us through that?**

- a. The City of Dayton has a point of contact with AES Ohio. The City will work with our contact to aid the vendor in filling out the application.
- 10. In the RFP it discussed a DBE requirement, can you walk us through that?**
- a. The City does not have a DBE requirement, therefore that can be skipped.
- 11. You mentioned in the RFP, the interest in in support funding through infrastructure investment and Jobs Act as the City of Dayton considered, it looks like there's two alternative fuel corridors that run through date and 75 and 70 as the city of Dayton explored the possibility of DC fast chargers?**
- a. The City is interested in DC Fast Chargers. However, this RFP was focused on Level 2 chargers as they are less expensive and the AES rebate only has funding left for Level 2. The City has explored the possibility and are willing to work with a vendor if they are interested in installing DC Fast chargers.
- 12. The last page of the RFP that requires the PEP certification and makes this, that makes the statement about meeting the PEP goals. What is the PEP goal and what is the process?**
- a. There are no PEP goals for this RFP. Our last page was issued in error and does not need to be completed.
- 13. Are there any specification requirements for L2s?**
- a. Currently, there are no specific requirements for Level 2 and the City will be flexible with the vendor's preferred chargers.
- 14. What percentages of Minority are you looking for? Are there potential partners you would like us to reach out to? Can we get more detail around the minority requirements?**
- a. The City does not have any minority requirements for this bid.
- 15. How do we seal the file if it's an electronic submission? Are you wanting a zip file with a password?**
- a. No password or sealing is needed. Please submit the folder or files to bid@daytonohio.gov
- 16. Will City of Dayton release the pre-bid meeting attendees from yesterday's call?**
- a. Please see list below:
- i. Kenneth Cartwright
 - ii. Fireflies.ai Notetaker Charles
 - iii. Charlie
 - iv. Maloney, Meg
 - v. Amanda Drewry
 - vi. Michael Deis
 - vii. Kristin Brady
 - viii. Brett Rude
 - ix. Michael Deis
- 17. We have been reaching out to AES Ohio and aren't getting a response from them. Is the \$5,000 per port guaranteed for this project? Have they set that aside for your RFP? Or is this something we apply for and may or may not get? Maybe you have a better contact to reach out to?**
- a. From the City's last conversation with AES Ohio, it is \$10,000 a port so it can be up to \$20,000 per charger. They have not set aside money for the RFP but the City can submit as soon as the City awards the vendor. The City has a strong relationship with AES Ohio and has contacts that the vendor can reach out to once the bid is awarded.
- 18. Is there a greater plan of electrification at the Airport with a defined location of potential sites for chargers?**
- a. Yes, the City is currently working to electrify the airport fleet. The City wants to add additional chargers in the future for the public and for City infrastructure.

- 19. Is it the City's approach to have all electrical work need to make the EV infrastructure plan for these EV chargers disclosed after the award, or is there something the city can share prior to the award?**
- The City is not disclosing the electrical work as there are still many unknowns making it difficult to know the extent of the electrical at each site. However, the City has met with AES Ohio to understand the easiest interconnection points to bring down cost.
- 20. The Required Proposal Contents does not reference Exhibits C,D, PEP-Certified Participation Form, or PEP Participation Commitment and/or Waiver Request Form as being required for submittal. Please confirm if required for submittal at the time of RFP Submission.**
- The PEP forms are not required for this RFP.
- 21. Specifically related to the PEP-Certified Participation Form and PEP Participation Commitment and/or Waiver Request Form, if the Prime Bidder is applying for the RFP, and is not PEP-Certified, and has not yet chosen its subcontractors, how does the City recommend bidders fill out and respond to this form since the Prime has not yet had a chance to bid out the project to subcontractors and assess participation levels yet in this short time period?**
- The form does not need to be filled out as it is an open market bid. Please excuse the PEP language in the bid.
- 22. Will each participating bidder be required to bid on each location listed on page 5 of the RFP document, or may the bidder respond to only selected locations?**
- The bidder can respond to selected locations if they are only interested in some of the locations. Ideally, a vendor can bid on all the sites but that is not a necessity.
- 23. Will the City consider a mix of Level 2 and DCFC chargers based on the use case and planned charging profiles for specific locations?**
- The City is open to working with vendors to install DC Fast chargers if it does not add extra cost or maintenance to the City.
- 24. Can the City provide any communications or further details from AES related to available electrical service capacity and their location related to the proposed charging locations?**
- The City has ensured that each location has a transformer in proximity that a charger can draw from. The specific location at each site is flexible as the City hopes to work with the vendor to try to move the charger as close to a transformer as possible to mitigate cost.
- 25. Can the City provide any structural drawings, electrical drawings denoting existing loads, and site plans of existing garages?**
- At this time, the City cannot provide structural or electrical drawings of the garages. The City has gotten a quote for the airport garage and has recently done an electric audit of the Oregon and City Hall garage. Both garages have capacity for charging infrastructure.
- 26. Can the City provide any Site plans depicting any known underground utilities or encumbrances to the site (liens, easements, etc.).**
- No site plans are available, although the City has done some preliminary work to ensure that chargers can be installed at the site. Please include a site plan as part of the vendor's analysis.
- 27. Can the City provide the total number of City owned vehicles that park at City-owned facilities listed on page 5 of the RFP that may be converted (or already) to all electric in the future, and may utilize the charging infrastructure installed?**
- No estimate of City owned vehicles to be converted to electric are available. Please include assumptions with your bid response.